



INTERNAL QUALITY ASSURANCE CELL
CHAUDHARY MAHADEO PRASAD COLLEGE
(A Constituent PG College, University of Allahabad, Prayagraj)

Date: 20th May 2020

A meeting of IQAC was held on 20th May 2020 at ZOOM platform in online mode at 12:00 noon under the chairmanship of Dr. Brijesh Kumar in which following members were present.

S. No	Member Present	Designation
1	Dr. Brijesh Kumar	Principal
2	Prof. Pankaj Kumar	Dean CDC, University of Allahabad
3	Dr. Sunil Kant Mishra	Finance Officer, University of Allahabad
4	Prof. M. M. Krishna	Former Head, Department of Economics, University of Allahabad
5	Prof. Ajay Km Singhal	Head, Department of Commerce, AU
6	Mr. Bhupendra Kumar	Bursar, CMP College
7	Dr. Archana Srivastava	DSW CMP College
8	Dr. Archana Tripathi	Proctor, CMP College
9	Dr. Purnima Srivastava	Convenor, Department of Economics, CMP College
10	Dr. Manish Kumar Sinha	Convenor, Department of Commerce, CMP College
11	Dr. Saroj Singh	Associate Professor. Department of Hindi, CMP College
12.	Dr. Uma Rani Agarwal	Associate Professor, Department of Zoology
13	Dr. Babita Agrawal	Coordinator NAAC
14	Ms. Nandini Raizada	Assistant Professor, Faculty of Law, CMP College
15	Ms. Ritu Raghuvanshi	Assistant Professor, Faculty of Law
16	Dr. Punit Kumar Singh	College Librarian, Special invitee
17	Dr. Sarita Srivastava	Coordinator IQAC
18	Mr. Ashish Srivastava	Accountant, Special invitee
19	Mr. Devendra Srivastava	Office Assistant, IQAC

Members who could not attend the meeting

1. Ch. Raghvendra Nath Singh, Vice President, KP Trust
2. Dr. Anand Kumar Srivastava, Former Principal, CMP College
3. Dr. S.N. Srivastava, Former Head, Botany Department
4. Mr. Amit Rautela, Dy. GM Finance NTPC Prayagraj
5. Mr. Gaurav Ojha Student member


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The meeting started at 12:00 noon Coordinator of IQAC Dr. Sarita Srivastava extended a welcome note to the members of the board. Thereafter with the permission of Chairperson the meeting was brought to order.

Action taken report of agenda under consideration in the IQAC Meeting held on 20 th May 2020			
Agenda		Resolutions	ATR
1	Confirmation of Minutes of previous meeting held on 24th Oct 2019	The minutes of the previous meeting held on 24 th Oct 2019 was read by the coordinator IQAC Dr Sarita Srivastava.	The minutes were confirmed by the honorary members of IQAC
2	Action taken report on the decisions taken in last meeting of IQAC held on 24th Oct 2019	The ATR was read out	It was confirmed by the members
2a	Basic quality assurance: Appointment notification of Class III and Class IV employees	It was resolved in the meeting to start the process of appointments of Class 3 and class 4 employees in the College	Rooster has been made for the same and advertisement is under process, in the meantime the long due promotions were done for the non-teaching staff of the College.
2b	Academic Quality assurance in the view of upcoming Ph.D. program: 1. Allotment of more funds to different Departments especially Science Departments	It was unanimously resolved by the honorary members that 50% of the funds generated from the self-finance PG courses in the respective departments should be allotted to the Departmental budget.	A project was sent by the college to the Department of Biotechnology under the DBT Star College scheme and in February 2020 the college was granted with a financial support of 83.5 Lakhs to strengthen undergraduate teaching and research. The project




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			supported 4 science departments viz: Botany Zoology Chemistry and Physics. However the departments are still lacking the specialized laboratories to keep those instruments.
2c	The fellowship funds to the research scholars	The agenda was discussed in the meeting and it was proposed to move a letter by the governing body of the college to the concerned authorities in University	Correspondence was made by the College as well as the student however the issues are still unresolved subject to the rules laid in the Ordinance of University of Allahabad. University.
2d	Extension of infrastructural facilities in different Departments specially laboratories in related subjects:	It was resolved by the committee to start new projects for construction of more laboratories and lecture room in concerned different faculty.	<ol style="list-style-type: none">1. A Chemistry laboratory was renovated with required facilities and was started in the year 20202. Funds were allotted for extension of laboratory and classrooms in Botany Department and thereafter in Zoology as well. The construction work is in full swing and we are likely to get new




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			building of Botany in near future. 3. Likewise In law faculty some renovation and maintenance work was done.
2e	Up-gradation of Central as well as Departmental library	It was resolved that the library facility to be strengthened in the college and the respective departmental libraries to be maintained in the department for PG and research students.	It was suggested by the members to ask for subscription from Central library of University of Allahabad Action taken Plagiarism Detection Service: Library has started plagiarism detection services for faculties and research scholars of the college in collaboration with Central Library, University of Allahabad and INFLIBNET, Gandhinagar, Gujarat. Through this service, about 300 documents are checked. This service is very helpful for maintaining the standards of college's academic research activities. Access to subscribed e-resources of University of Allahabad Library has collaborated with central Library, of University of Allahabad in order to get remote access to all the subscribed e-resources which are available to faculties and research scholars of the university. The faculties and research scholars of the college have facility to get access to these resources through a workstation available in the college library. Organization of Quizzes during Pandemic Period




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			<p>The college library collaborated with various departments in organization of 7 quizzes during the pandemic period</p> <p>Organization of Webinars The college library collaborated in one international and one national webinar organized by Botany Department and Chemistry Department.</p> <p>Information Literacy lectures: The college library has initiated Information Literacy lectures in order to disseminate information related to library services, e-resources, research ethics, search techniques, plagiarism issues, research paper publishing etc. About 7 lectures delivered by college librarian in different departments yet.</p> <p>Development of Vidwan Database and IRINS Database of the college The college library collaborated with INFLIBNET, Gandhinagar Gujarat into the creation of Vidwan database and Indian Research Information Network System (IRINS) database of total 179 faculties of the college. The Vidwan database has made recognition of faculties at international and national levels while IRINS database provides the clear picture of the research status of the college, department and faculty levels. One can easily find the h-index of college, department, and individual faculty. However, ranking of top cited faculties and top ten authors, department wise research report etc. are also available at cmpcollege.irins.org.</p>
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			Provision of Library Passbook System College Library has made provisions of Library Passbook System (Newark Charging System) for Faculties and Staff in order to provide error-free personalised information of status of book issued and returned. The college library is actively involved in the revamping of the existing tools, techniques, and services as well as developing of new tools, techniques and services in order to cater the needs of library users and uplift of the standards of the college.
2f	Infrastructural Quality assurance: a. Renovation of Auditorium for conducting seminars and symposia b. Renovation of Hostel and its conversion into Girls hostel c. Construction of boundary wall and narrow pathway alongside boundary wall added with renovation of outer gates to ensure safety and security issues in the College. d. Raising the inner circular roads in the main campus with interlocking bricks and lightening of the campus and outer boundary e. Development of Playground and development of football and Volley ball court	It was unanimously resolved that above infrastructural requirements should be taken as priority	<ol style="list-style-type: none">1. Renovation of Auditorium with false ceiling and air-conditioners.2. Modification of Room no: 12 into two smart classrooms with computer fitted tables for BCA classes..3. Modulation of Laboratory in Physics department with Aluminium partition4. Repair and renovation work in Botany Department. White wash and fixing of tiles in the department.5. Modification of a room into Central




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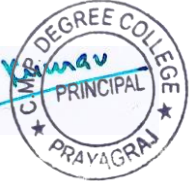
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			<p>Instrumentation facility to keep the instruments purchased under DBT Star college scheme and development of a Tissue culture laboratory</p> <p>6. Aluminium partition work to develop a room in Commerce Department with semi smart classroom facilities for post graduate students.</p> <p>7. Construction of new canteen in the Law campus.</p> <p>8. Maintenance of Staff room in Law faculty by Fixing of tiles</p> <p>9. Construction of 4 new classrooms in the Law campus.</p> <p>10. Extension of Botany building (on-going).</p>
2g	<p>Any other matter:</p> <ol style="list-style-type: none">1. Greenery of the campus requires a major concern.2. Development of environmental friendly atmosphere was focussed by the IQAC coordinator.	<p>Action Takjen:</p> <p>To maintain the greenery of the Campus a Green Campus committee was set up</p> <p>Installation of Solar panel was in process and some solar lights were resolved to install in the campus</p>	




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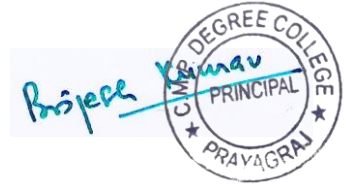

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	<ol style="list-style-type: none">3. Separate budget should be allotted for the maintenance of Garden and plants in the campus.4. Installation of Solar panel and rainwater harvesting system was discussed.5. Development of Girls hostel in Law faculty.6. Increase of Social responsibility of the College and adoption of Villages should be done.	Girls hostel in Law faculty was processed and the work is in progress Outreach programs in Villages and society was executed with the help of NCC/NSS	
3	Basic quality assurance		
3a	Setup a Server in the College	The mentioned agenda was taken as priority to manage the digital platform of CMP College. It was resolved that a server should be setup in the Institution.	The files were processed by the IQAC for setup of server in the ICT cell
3b	Preparation/Launch the New Website of College	New website was discussed and finally it was resolved that new website will be prepared for the college.	Tender for the new website was invited and the files were processed
3c	Launch the Portal for Online Classes	It was discussed that an online portal will be launched to run the online classes during COVID.	A dedicated portal for conducting live classes during covid was proposed by the IQAC
4	Academic Quality assurance:		




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4a	Organise online conferences/ seminars/webinars/ workshops etc. during COVID period	The committee members discussed about the online conferences, seminars, webinars, workshops etc. It was concluded that interested departments shall be organized conferences, seminars, workshops etc. on online mode.	As per the resolutions IQAC has initiated the called for the proposals to organize online workshops/webinars by different departments.
4b	Organise a training programme for faculties on MOOCs	It was resolved that a training programme on MOOCs will be organized in the month of August	IQAC has sent a proposal to conduct MOOCs in collaboration with BHU TLC
4c	Online Laboratory Programmes for Science Students	It was resolved that online laboratory programme should be organized for science students. This type programme should be started as earliest so that science student's could be benefitted from this.	As per the resolutions, proposals for conducting online laboratory programmes was invited by all the science department running DBT programs
4d	Designing of Assessment Criteria on Online Mode	It was decided that an assessment criteria should be designed for online mode teaching-learning process.	As per the resolutions a committee was constituted to design the assessment criteria for online mode setup. The committee was designed the criteria and submitted the report.
5	Any other matter		
5a	Distribution of responsibilities	It was emphasized that the responsibility should be fixed for each work for smooth execution and monitoring.	Various college committees were set up to execute different work in the college.
5b	Feedback report of the stakeholders	The feedback report collected by IQAC was read before the members and suitable action plan was discussed in the meeting to	The resolutions made for feedback action were processed




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		resolve the major issues on priority basis	
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